

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES OF FULL BOARD
DEPARTMENT OF HEALTH PROFESSIONS
RICHMOND, VA
JULY 14, 2009**

- CALL TO ORDER:** A quorum of the Board of Veterinary Medicine was called to order at 10:07 a.m. at the Department of Health Professions, Perimeter Center, Richmond, VA
- PRESIDING OFFICER:** James DeBell, DVM, President
- MEMBERS PRESENT:** John Wise, DVM
Joseph May, DVM
Henry McKelvin, DVM
Taryn Singleton, LVT
Kelly Gottschalk, DVM
Dorothy Blackwell
- STAFF PRESENT:** Elizabeth Carter, Executive Director
Terri Behr, Operations Manager
Sandra Ryals, Director, Dept. of Health Professions
Mark Monson, Deputy Director for Administration
Charles Giles, Budget Manager
- OTHERS PRESENT:** Amanda Sontag, LVT
Dennis Feinberg, DVM
James Dalley, DVM
- PUBLIC COMMENT:** No public comment was presented.
- DIRECTOR'S REPORT:** Ms. Ryals reported to the Board that during the third quarter of FY2009 for the first time ever, the Dept. of Health Professions met the goals set by Governor Kaine for resolution of cases within 250 days of receipt. She congratulated the Board on their hard work and stated further that the Board had met and exceeded the goal for the last three quarters. Ms. Ryals stated that the pending caseload is below 25%.
- Ms. Ryals reported to the Board the customer surveys and processing of applications for veterinary medicine within 30 days is at 100%.
- Ms. Ryals reported that there will be some much needed reorganization in staff in the coming days.

She reported that Dr. Carter will be reassigned as Director of the Healthcare Workforce Data Center. Ms. Ryals stated that they are currently advertising for a new Executive Director for the Boards of Veterinary Medicine, Optometry and Audiology and Speech Language Pathology. Dr. Carter will retain oversight of the Board of Health Professions in addition to her other duties.

Ms. Ryals updated the Board on the ongoing criminal investigation into the data security breach of the Prescription Monitoring Program (PMP). She stated that this case is very high priority with the FBI and the Va. State Police. Ms. Ryals reported that the data has been backed up and secured and notifications have been sent to all persons whose personal information may have been stolen. In the future, the PMP will not accept Social Security numbers.

APPROVAL OF MINUTES:

On properly seconded motion by Dr. May, the Board voted unanimously to adopt the minutes of the Board meeting of February 10, 2009 as presented.

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to adopt the minutes of the Conference Call of March 13, 2009 as presented.

FEE ADJUSTMENT:

Mr. Monson, Deputy Director for Administration, addressed the Board on the need to adjust the fees charged by the Board of Veterinary Medicine to its licensees. He stated that the Code of Virginia requires all Boards to levy and collect fees sufficient for the operation of the Board. The Code also requires all Boards to adjust fees if revenues or expenditures are off by 10% or greater. Mr. Monson reported that the Board of Veterinary Medicine is currently operating at a deficit of over a half million dollars. He stated that by June 2014, if no action is taken, the Board would have a deficit of about \$1.6 million. Mr. Monson stated that it will take at least 18 months for any regulations containing a fee increase to become effective. He described two scenarios for fee increases and recommended the one resulting in greater future stability.

Charles Giles, Budget Manager, reported to the Board that 80% of revenue comes from renewal fees. He went over the expenditures of the agency and of the Board as related to agency expenditures.

On properly seconded motion by Ms. Blackwell, the Board voted unanimously to adopt a NOIRA for consideration of fee increases for the Board of Veterinary Medicine.

MOTION ON AGENDA ORDER:

On properly seconded motion by Dr. May, the Board voted unanimously to move the continued discussion on the Guidance Document and discussion of new change of address regulations to after the NBMVE presentation.

NBVME PRESENTATION:

Dr. James Dalley and Dr. Dennis Feinburg, representatives of the National Board of Veterinary Medical Examiners, gave a presentation on the vision, mission and values of the NBVME and on the formulation of the North American Veterinary Licensing Examination. Dr. Dally reported that they have given this presentation to 21 states to date, to increase their awareness of the NBVME.

CHANGE OF ADDRESS REGULATIONS:

The Board was presented with a proposed amendment to the regulations as required by amendments to §§54.1-2400.02 and 54.1-3005 of the Code of Virginia, which requires that licensees provide an address of record as well as a public address if different from the address of record.

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to adopt the regulations as proposed.

LEGISLATIVE/REGULATORY COMMITTEE:

The Board continued the earlier discussion of revisions to the working draft of the record keeping Guidance Document that was started at the morning Committee meeting.

On properly seconded motion by Dr. May, the Committee members voted to accept the revised working draft as the new Guidance Document for Individual Animal Records and present it to the full Board for acceptance.

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to accept the revised working draft as the new Guidance Document for Individual Animal Records to replace Guidance Document 150-9.

EXECUTIVE DIRECTOR'S REPORT:

Dr. Carter reported that the Board currently has 58 cases open right now. At this time last year, there were 178. She also reported that applications for new licenses are down this year.

NEW BUSINESS:

Dr. Gottschalk volunteered to assist on the interview panel for a new Executive Director for the Board.

The Board directed Dr. Carter to send Drs. Dally and Feinberg notes of appreciation and inform them that the Board supports a two step NAVLE and formulation of a medical record and communications skills examination.

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to send an email announcement to all licensees with an email address that there is a new Guidance Document on Individual Animal Records on the Board's website.

MEETING ADJOURNED:

There being no further business, the meeting adjourned at 2:23 p.m.

James DeBell, DVM, President

Elizabeth A. Carter, Ph.D., Executive Director